



State of Arizona
Department of Education

SFSP CN# 05-12

USDA: SFSP 11-2011-Revised

MEMORANDUM

TO: Summer Food Service Program (SFSP) Sponsors

FROM: Mary Szafranski, Deputy Associate Superintendent
Arizona Department of Education, Health & Nutrition Services

Cara Peczkowski, Director
Arizona Department of Education, School Nutrition Programs

Original Signed

DATE: November 18, 2011

RE: Clarification on the Offer Versus Serve Option in the Summer Food Service Program

This memorandum expands the option of using Offer Versus Serve (OVS) to non-school sponsors as explained in memorandum SFSP CN# 14-11. OVS permits children to decline a certain number of menu items they do not intend to eat. This option can be an opportunity to minimize food waste and help sponsors contain costs. This does not preclude sponsors from maintaining a non-profit operation.

Schools choosing to use OVS must follow the guidelines for their individual menu planning option. Other Summer Food Service Program (SFSP) sponsors wishing to use OVS must follow the OVS requirements for the food-based, SFSP, menu planning approach. This means a child may decline only one food item offered at breakfast and up to two of the food items offered at lunch or supper. There is no OVS option for snacks.

Further clarification for the OVS option may be found in the attached *Questions and Answers (Q & As)* section of this memorandum.

For questions regarding this memorandum, please contact your School Nutrition Programs Specialist at (602) 542-8700.

This institution is an equal opportunity provider.

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Offer versus Serve Questions and Answers (Q & As)

1. Are SFSP sponsors required to use OVS?

No. The use of OVS is not required in the SFSP, however it is an option for sponsors.

2. Does the Arizona Department of Education (ADE) have discretion on whether or not to permit the use of OVS in the SFSP?

ADE does have the discretion in whether or not to allow a particular sponsor or site to use OVS. ADE will not institute a statewide ban on the OVS option.

3. If ADE denies a SFSP sponsor's request to use OVS, is this a decision a sponsor may appeal?

Sponsors **may not** appeal the denial of an OVS request. However, sponsors **may** submit another request the next operating year.

4. Are non-school sponsors required to use one of the food-based menu planning approaches when using OVS?

Yes. All non-school sponsors electing to use OVS are required to follow the OVS requirements for the SFSP meal pattern.

5. What options do school sponsors have for implementing OVS?

Schools sponsoring the SFSP that elect to use their current NSLP meal pattern would follow the OVS regulations for that specific meal pattern. Schools electing to use the SFSP meal pattern must follow OVS requirements for that food-based menu planning method.

6. Under OVS must all food components be offered?

Yes. For a meal to be reimbursable, all food components, in the required serving sizes, must be offered to every child.

7. Can SFSP sponsors forecast future orders based on past service history?

Past service history may be used to place future orders. However, ADE encourages sponsors and sites to err on the side of caution when placing food orders. Each child must have a choice of all the meal components, for the meal to be reimbursable.

8. If a site runs out of a food component, are all the meals served after the required component is gone non-reimbursable?

Yes. If a site runs out of a food component and does not replace it with a like item, all meals after that point are non-reimbursable.

9. How many items may a child decline?

In the SFSP, three food items must be offered at breakfast (one serving of the fruit or vegetables component, one serving of the bread/grain component, and one serving of the fluid milk component). A child may only decline one of these items. If additional items such as a meat/meat alternate is served at breakfast and is refused, it is not counted as a declined item for OVS purposes.

For lunch and supper, five food items must be offered (one serving of the meat/meat alternate component, two servings of the fruit and/or vegetable component, one serving of the bread/grain component, and one serving of the fluid milk component). A child must take three of the five food items and is only allowed to decline two food items.

10. What is a combination food?

A combination food is a dish comprised of two or more food items that cannot be separated. Cheese pizza is a combination food that could contain three food items, i.e., a serving of grain (crust), vegetable (tomato sauce), and meat alternate (cheese). Other examples of foods that could contain multiple items include soups, prepared sandwiches and burritos.

11. If a combination food is offered, such as pizza for example, can a child decline it?

For breakfast, a child may decline only one of the three required items, so a child may not decline a combination food. For lunch and supper, if a combination food, such as pizza, includes more than two of the four required food items for a reimbursable meal, the child must take the item. If the combination food comprises only two food items the child may decline it, but must take all other food items for a reimbursable lunch or supper.

12. If a site is using OVS, how do monitors ensure enough food is provided?

During an onsite review, monitors should observe a meal service and ensure that enough food is provided so that all children are offered all food items. Monitors also may review policies, training materials, receipts, menus, inventories and invoices.